



# LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A

Philippines

Telefax: 053-3352601

*Office of the President*

29 March 2004

## MEMORANDUM NO. 87

Series of 2004

**T O: Prof. Francisco L. Camoying**

**R E: Designation as Property Inspector**

You are hereby designated as Property Inspector to conduct inspection of newly procured supplies, materials and equipment of the LSU Tolosa Campus.

In the conduct of inspection, the specification in the Purchase Order should be the benchmark. Any delivery where the specification is not in accordance with the specification of the Purchase Order should be rejected. In addition, only deliveries and orders based on an approved PJR should be inspected.

This memorandum takes effect immediately.

**PACIENCIA P. MILAN**

President

cc: Dr. J. M. Alkuino, Jr. *ad 4/6*

Dr. L. B. Cano

PSO, LSU Main *ad 4-04*

Property Office, LSU Main

Acctg., LSU Main *ad 4-15*

ICU, LSU Main *ad 4-15*

HRMDO - 4/15/04 *ad 4-15*

Records

File